



# InfoTech News

Vol. 8, Issue 3

Information Technology Resource Management Council, Boise, ID

July 2004

*ITRMC Vision: Capture 21st Century technologies to deliver services to Idaho's citizens.*

## Time to Update Your Assets and Projects?

### Asset Inventory Database

The ITRMC is required by statute to maintain a current summary of IT hardware and software for the state. This is not an item-by-item inventory listing of every piece of hardware and software, but rather a summary of the IT assets owned by each agency. The ITRMC online application for the asset summary **helps to expedite and simplify the agency reporting process.**

Contact Bill Farnsworth or Emily Gales (see page four) to receive your USERID and password. Then logon to the asset inventory online entry application at:  
<https://idaweb.state.id.us/itrmc/itassetsapp/validate.htm>.



### Agency IT Project Profile - Online Entry

The ITRMC is required to gather and review information and maintain a list of IT projects currently underway by agencies. The Council's easy-to-use online application **assists in the agency reporting process.** Because the Division of Financial Management (DFM) and Legislative Services Office (LSO) provided input to the process and can access the application, separate requests from the DFM and LSO for the same information about agency projects and funding requests should be reduced.

Contact Bill Farnsworth or Emily Gales (see page four) to receive your USERID and password. Then logon to the Agency IT Project Profile Application at:  
<http://www.idaho.gov/itrmc/pubs&resources/resources/agencyprojects/entry.htm>.

## IT Policy Analyst Position Filled

**Greg Zickau** has accepted the position of Information Technology Policy Analyst (telecommunications) on the ITRMC Staff. Greg has recently completed a "satisfying" 24-year career with the U.S. Air Force. He has **broad technical, leadership, and communications experience**, as well as a background in IT and telecommunications policy development and implementation. Greg's latest position with the Air Force (USAF) was Chief of Maintenance, 366<sup>th</sup> Communications Squadron, Mountain Home Air Force Base. He most recently earned a Bachelor of Arts degree in Liberal Studies from Western New England College. In 1994, he attended the USAF Senior Noncommissioned Officer (NCO) Academy where he received executive leadership training. Prior to that, he

attended the Community College of the Air Force earning an Associate in Applied Sciences degree in Electronic Systems Technology. Greg also is a **distinguished graduate** of both the USAF NCO Academy and USAF NCO Leadership School.

Greg assumed his ITRMC Staff responsibilities on July 6, and is looking forward to the challenges of his new career in Idaho state government.



# Council Update: Recent Meetings\*

## June 30 Meeting

- New IT Policy Analyst **Greg Zickau** was introduced.
- Randy Tilley spoke on the Division of Financial Management's **budget development guidelines**.
- The following were **adopted/approved**: ITRMC IT Policies 1010, 2050, 4110, and 5010; IT Enterprise Standards 2110, 2120, 3100, 3200, 3610, and 4210; and IT Enterprise Guideline G120.
- The State Tax Commission was granted an **exemption** from ITRMC IT Enterprise Standard 3220.
- The Idaho Transportation Department and State Tax Commission provided information on the state trucking portal, [www.trucking.idaho.gov](http://www.trucking.idaho.gov).
- Updates on **State IT Strategic Plan implementation** were given, including committee/work group reports.

## April 24 Meeting

- The Council was briefed on a **collaborative effort** of three state agencies in the areas of disaster recovery and business continuity planning.
- Tim Hurst, Office of the Secretary of State, presented an overview of the **Idaho Statewide Voter Registration System**, which was in development.
- Rich Elwood, Statewide IT Coordinator, advised of State IT Strategic Plan goal leadership responsibilities.
- Nathan Bentley, State GIS Coordinator, briefed the Council on the state's recent partnership with the U.S. Farm Service Agency concerning the National Agriculture Imagery Program (NAIP).
- Updates were provided on the activities of the following **ITRMC standing committees and task force work groups**: Access Idaho Steering Committee, Employee Portal Committee, Enterprise IT Security and Business Continuity Committee, Idaho Criminal Justice Information Integration Task Force, Idaho Geospatial Committee, IDANET Steering Committee, and Webmasters Committee.
- Progress made with Idaho Business Portal development was reported.
- Mark Little, Division of Purchasing, gave an overview of statewide **IT purchasing contracts**.

\*Full copies of approved ITRMC minutes available online :  
<http://www.idaho.gov/itrmc/council/minutes.htm>

## *Points of Interest . . .*

### **National Agriculture Imagery Program (NAIP) Partnership**

The Board of Examiners approved a request for the Department of Administration to serve as the agent to proceed with the acquisition of digital ortho-imagery in cooperation with the U.S. Farm Service Agency's NAIP. Under a memorandum of understanding (MOU), state agencies, cities, counties, tribes, institutions of higher education, and federal partners have agreed to jointly contribute enough funding to this program that would enable the first, complete collection of this type of data for the entire State of Idaho. This data, when completed, will become publicly available through the Interactive Numeric and Spatial Information Data Engine for Idaho (INSIDE Idaho), Idaho's official geospatial data clearinghouse.

**System Administration, Networking, and Security (SANS) Institute Global Information Assurance Certification (GIAC)**  
Kevin Iwersen, Statewide Cybersecurity Coordinator, ITRMC Staff, recently obtained his GIAC from the SANS Institute. This certification program verifies Iwersen's comprehensive understanding and skills in all aspects of information security. As part of this certification, Iwersen authored a paper entitled, "Conflicting Identities – The Digital Government Dilemma" ([http://www.giac.org/practical/GSEC/Kevin\\_Iwersen\\_GSEC.pdf](http://www.giac.org/practical/GSEC/Kevin_Iwersen_GSEC.pdf)), which investigated the issues of balancing privacy, public records access, and identity theft concerns. He also completed two 100-question exams (receiving an average of 97.5%), covering various information security topics such as Windows and Unix security; networking; defense-in-depth; secure communications; and Internet security technologies.

**National Assn. of State Chief Information Officers (NASCIO) Mid-Year Conference**  
NASCIO held its Mid-Year Conference in Chicago. The conference theme, "Collaborating at the Crossroads," focused on provision of effective and efficient government services by building relationships across public and private sector institutions. ITRMC Chairman Pam Ahrens, State Controller Keith Johnson, and Statewide IT Coordinator Rich Elwood attended representing Idaho.

## Committee Activities

### Access Idaho Steering Committee

(Chairman: Bill Farnsworth, ITRMC Staff)

At recent meetings of the committee, members approved two agency service level agreement addendums, and use of 19 uniform resource locators (URLs) by State of Idaho entities.

### Idaho Geospatial Committee

(Chairman: Jonathan Perry, Bureau of Homeland Security)

The group met in June to discuss draft ortho-imagery guidelines, as well as a draft standard pertaining to the sharing of cadastral data, which deals with real property and geographic location. Also discussed were a request for Idaho to host the next annual meeting of the National Digital Orthophoto Program Steering Committee; committee representation; and the addition of language to the MOU for sharing data via INSIDE Idaho.

### IDANET Steering Committee

(Chairman: Susan Simmons, Idaho Transportation Department)

Updates on the following issues were provided at recent meetings: IDANET operations and finances; the multi-agency/Ada County Highway District fiber network initiative; and the City of Boise's current fiber network build-out initiative. Other items of discussion included bringing agencies into IDANET, and the status of open action items. In June, it was decided draft ITRMC IT Policy 3050, IDANET, should be redrafted and presented for ITRMC approval.

### Enterprise IT Security and Business Continuity Committee

(Chairman: Karl Kurtz, Department of Health and Welfare)

In June, the committee's Business Continuity Subcommittee provided an overview of a worksheet template designed for agencies to use to identify the interdependencies and business continuity requirements for the state's critical business processes. The Security Subcommittee provided an update on the proposed statewide security benchmark initiative and recent security educational opportunities. At the April committee meeting, a draft of the Business Continuity Subcommittee's strategic plan was presented; and an overview of the Dept. of Health and Welfare's privacy office, policies, and initiatives was provided.

### Webmasters Committee

(Co-Chairmen: Bill Farnsworth, ITRMC Staff

Jon Eckerle, Department of Administration)

Agency webmasters met in May to discuss the status of the dot-gov migration project; multi-agency portals in operation and development; intranet/extranet and portal applications; and future training options. Presentations were made on the Dept. of Health and Welfare's new web design, agency intranet sites, and Microsoft's SharePoint portal.

For more information, visit: <http://www2.state.id.us/itrmc/committees.htm>.

## Year 2004 ITRMC Meeting Dates

★ **Next Meeting: Wednesday, August 25, 8:30 to 11:30 a.m.** ★  
East Conf. Room, J.R. Williams Bldg, 700 West State, Boise, ID

**All subsequent meetings will be held on Wednesdays,  
8:30 to 11:30 a.m. (unless otherwise noted)**

**October 20, December 15**

Note: Meetings are subject to change. Please check our website for an update.

## ITRMC Members

### Chairman:

**Pam Ahrens**, Dept. of Administration  
332-1824, [pahrens@adm.state.id.us](mailto:pahrens@adm.state.id.us)

### Elected Officers:

**Keith Johns on**, State Controller  
334-8707, [kjohnson@sco.state.id.us](mailto:kjohnson@sco.state.id.us)

**Dr. Marilyn Howard**,  
Superintendent of Public Instruction  
332-6811, [mhoward@sde.state.id.us](mailto:mhoward@sde.state.id.us)

### Legislators:

**Senator Hal Bunderson**, Meridian  
888-7156, [hbunderson@earthlink.net](mailto:hbunderson@earthlink.net)

**Senator Elliot Werk**, Boise  
658-0388, [elliottwerk@mindspring.com](mailto:elliottwerk@mindspring.com)

**Representative Lee Gagner**, Idaho Falls  
522-4580, [lgagner@aol.com](mailto:lgagner@aol.com)

**Representative David Langhorst**, Boise  
853-0303, [davidlanghorst@cableone.net](mailto:davidlanghorst@cableone.net)

### Executive Agency Officers:

**Karl Kurtz**, Dept. of Health & Welfare  
334-5502, [kurtzk@idhw.state.id.us](mailto:kurtzk@idhw.state.id.us)

**David Ekern**, Idaho Transportation Dept.  
334-8807, [dekern@itd.state.id.us](mailto:dekern@itd.state.id.us)

### Public Safety Official:

**Col. Dan Charboneau**, Idaho State Police  
884-7003, [jo.mccoy@isp.state.id.us](mailto:jo.mccoy@isp.state.id.us)

### Agency Information Systems Manager:

**Steve Wilson**, State Tax Commission  
334-7853, [swilson@tax.state.id.us](mailto:swilson@tax.state.id.us)

### Judiciary Appointment:

**John Peay**, Idaho Supreme Court  
334-3868, [jpeay@jsc.state.id.us](mailto:jpeay@jsc.state.id.us)

### State Board of Education:

**Gary Stivers**, Executive Director  
334-2270, [gstivers@osbe.state.id.us](mailto:gstivers@osbe.state.id.us)

### Rural Interests Representative:

**Mary Elizabeth Jones**, Filer  
420-8103, [mjonestwf@msn.com](mailto:mjonestwf@msn.com)

### Local Government Representative:

**Ken Harward**, Assn. of Idaho Cities  
344-8594, [kharward@idahocities.org](mailto:kharward@idahocities.org)

### Industry IT Executive:

**Roger Parks**, JR Simplot Co.  
327-3300, [roger.parks@simplot.com](mailto:roger.parks@simplot.com)

*Please Note: All area codes are "208"*

**ITRMC Staff**  
**Department of Administration**  
**650 West State Street, Room 100 (83702)**  
**P.O. Box 83720**  
**Boise, ID 83720-0042**

---

Costs associated with this publication are available from the ITRMC Staff, Dept of Administration, in accordance with Section 60-202, Idaho Code.



## ***Featured Agency Application***

### **Online Declaration of Surplus Property**

The Board of Examiners' **paperless, online interactive form** to declare surplus property was launched in December 2001. This form immediately posts electronic notices on the Internet for anyone to view.

By law the Board must manage the disposal of surplus state-owned personal property. The Board encourages other state agencies, cities, counties, school districts, and other public entities to acquire any of this surplus property.

In the past, to notify others about available surplus property, agencies submitted 90 copies of a declaration notice to the Board for distribution to most state agencies. The process commonly took over three weeks, required multiple handlings to distribute the declarations, was extremely cumbersome to find select items of interest, and omitted a vast audience of potential users of surplus goods both in and out of state government. The new process is not only **more efficient and economical**, saving taxpayer dollars, but it increases acquisition of state surplus personal property.

Board of Examiners: <http://www.sco.state.id.us/web/scoweb.nsf/fPageDef?OpenForm&vL3C&C1=About+the+Office&C2=State+Boards+&+Committees&C3=Board+of+Examiners>

### **ITRMC Staff**

**Rich Elwood**, Statewide IT Coordinator  
relwood@adm.idaho.gov, (208) 332-1875

**Nathan Bentley**, State GIS Coordinator  
nbentley@adm.idaho.gov, (208) 332-1879

**Bill Farnsworth**, IT Policy Analyst  
bfarnsw@adm.idaho.gov, (208) 332-1878

**Greg Zickau**, IT Policy Analyst  
gzickau@adm.idaho.gov, (208) 332-1877

**Kevin Iwersen**, Statewide Cybersecurity Coord.  
kiwersen@adm.idaho.gov, (208) 332-1851

**Emily Gales**, ITRMC Assistant  
egales@adm.idaho.gov, (208) 332-1876

**Website:** <http://www.idaho.gov/itrmc>

**InfoTech News** is a newsletter for the **Information Technology Resource Management Council**. Anyone wishing to contribute information and ideas for future articles; has questions regarding the Council and its Mission, the **ITRMC Staff** and its activities; or would like to be on the mailing list, please contact:

**Emily Gales**, ITRMC Assistant  
Department of Administration  
P.O. Box 83720, Boise, ID 83720-0042  
Voice (208) 332-1876 FAX (208) 332-1884  
E-mail: [egales@adm.idaho.gov](mailto:egales@adm.idaho.gov)